

MINUTES
PLANNING COMMISSION
JANUARY 24, 2012 – 7:00 P.M.
TOWN HALL ANNEX – COMMUNITY ROOM 2

I. ROLL CALL

Regular members present: Munn, Pritchard, Roper, Steinfeld, Sherrard
Alternate members present: Zod, Kane
Absent: Fitzgerald
Staff present: Davis, Glemboski, Doolittle

Chairman Sherrard called the meeting to order at 7:00 p.m.

II. APPROVAL OF THE MINUTES OF meeting of January 3, 2012 & January 10, 2012.

MOTION: To approve the minutes of January 3, 2012 as amended.

Motion made by Roper, seconded by Steinfeld. Motion passed unanimously.

MOTION: To approve the minutes of January 10, 2012 as amended.

Motion made by Steinfeld, seconded by Munn. Motion passed unanimously.

III. PUBLIC COMMUNICATIONS

Commissioner Roper handed out a flyer for a fundraiser being held January 26, 2012 at Thai One On to benefit Mystic Community Bikes.

IV. SUBDIVISIONS - none

V. SITE PLANS

1. Hoelck's Florist, 388 Long Hill Road

Staff is waiting to receive a drainage report and other items from the applicant. Staff has spoken with the applicant who has agreed to this item postpone to the February 14, 2012 meeting.

MOTION: To table Hoelck's Florist, 388 Long Hill Road to the February 14, 2012 meeting.

Motion made by Sherrard, seconded by Roper. Motion passed unanimously.

VI. OLD BUSINESS

1. Land Use Regulation Update Project

Staff received comments for Section 4 of the Subdivision Regulations from Commissioner Pritchard and will provide copies of the comments to the Commission.

2. Report on Tracking Approved Projects

Staff noted the handout and table distributed in last meeting's packet. Staff explained some general observations they discovered and noted the five subdivisions which have expired. They are working on creating a similar table for sidewalk agreements. The Commission thanked Staff for producing this report.

3. Zoning Commission Referral for January 4, 2012 Public Hearing - Special Permit #323, Fairview Estates, 231 Lestertown Road

Staff handed out a draft motion for the Commission to review and discuss and gave the Commission a brief overview of the project's status. Staff detailed the proposed work to the site, the phasing of the site and the order of the phasing regarding design layout and the zoning regulations. The Commission raised concerns over traffic flow, utilities, stone walls, trails and the proposed phasing.

MOTION: With respect to the referral of Special Permit Application #323, Fairview/Oddfellows, the Planning Commission respectfully requests that the Zoning Commission consider the following:

1. In general, the Commission finds that, subject to certain important conditions, the application is consistent with the Town's comprehensive plan. In particular, the concept will enhance the Town's ability to provide needed housing for aging and elderly residents, in a safe and supportive environment. In addition, the unit yield is consistent with the Town's adopted residential density plan for this area and zone.
2. The 2002 POCD (Future Land Use Plan) depicts the northerly portion of the site as desirable for higher density residential (greater than two du/acre) and "open space." According to the "sketch plan" only the far western portion of this area is proposed to be preserved along with areas adjacent to the south, shown in the POCD as appropriate for "government and institutional facilities." In light of concerns related to the design of "neighborhood #2" as well as the sidewalk/bikeway limitations (see below), the Commission should consider whether or not the overall project design in its present form, sufficiently reflects the orderly development intentions of applicable Plans in this regard.
3. The project's scale and development horizon suggest that close attention be given to project phasing as well as to program and physical integration. The Commission should specify special permit conditions which address these issues,

so the use is designed, developed and operated at all times in compliance with the intent of applicable Active Senior Housing, multifamily and Residential Life Care regulations (i.e. sections 7.1-45 K, L and N, 6.7-6 G and 7.1-1 of the regulations).

4. The applicant must demonstrate that the existing and planned infrastructure exists to serve the use at the scale proposed, including potable water supply, water for fire services, sanitary sewer disposal and site stormwater treatment and disposal is adequate and will not negatively impact existing neighborhoods.
5. Town and State plans endorse the creation of a sidewalk and a bikeway along Military Highway.
6. The Special Permit should recognize the following criteria:
 - a. The type, scale, design, massing, treatments and other aspects of site buildings.
 - b. The design of the Active Senior Housing “neighborhoods” and the manner in which these are integrated into other project components.
 - c. The preservation of large areas of the site as “open space” principally upland review areas adjacent to site wetlands.
 - d. The retention of the site’s existing historical buildings and stone walls.
 - e. The proximity of site parking to the uses, particularly with respect to the independent living units.
 - f. The types, scale and mix of dwelling units proposed.
 - g. The ability to discharge site stormwater to the Thames River via an existing culvert subject to the control of others.
 - h. The provision of an emergency vehicle access (gated) to the north.
 - i. Incorporation of various appropriate LEED practices.
 - j. Provisions for onsite “shuttles” to serve residents and patrons.
 - k. Interior sidewalks and recreational trails should be provided.
 - l. The interior roads should be constructed consistent with town road and drainage standards.
7. The design of “neighborhood #2” (southwest portion of the site) does not appear to comply with the intent of the Active

Senior Housing regulations, nor is it sufficiently integrated with the other project elements. In addition, it is located in an area (slope) that is depicted in the POCD as an “important conservation area.” Sewer service to these units will require lift stations/grinder pumps and their proximity to the main access drive suggests that the quality of this “neighborhood” will be compromised by noise, vibration, lights and other impacts of vehicles using this main drive. While the specific design of this project element is more properly addressed during site plan review, it is legitimate to consider these issues at the special permit stage, in terms of both orderly development and environmental criteria. The ASH regulations include a variety of unit/building type options (up to four units attached in the R zones), some of which may be more appropriate in this location. During site plan review, the applicant will be required to provide details of their analysis of the design options considered in this area, and to justify their preferred option, in terms of its compliance with ASH design objectives, CAM requirements and site plan criteria.

Motion made by Sherrard, seconded by Munn. Motion passed unanimously.

VII. NEW BUSINESS

1. Report of Commission

Commissioner Pritchard attended the Committee of Chairs meeting on January 23rd and briefly updated the Commission on the topics discussed.

Chairman Sherrard attended the SCCOG’s annual Regional Planning Commission meeting and briefly updated the Commission on the topics discussed. He noted receipt of a Commissioner Education Program survey and asked Staff to forward the information via email to the Commissioners.

2. Town Council referral under CGS 8-24 regarding Spicer Property on Thomas Road

MOTION: The Planning Commission strongly supports this acquisition.

Motion made by Pritchard, seconded by Roper. Motion passed unanimously.

3. Town Council referral under CGS 8-24 Fusconi Property on Crystal Lake Road

MOTION: The Planning Commission supports the procurement of the Fusconi Property on Crystal Lake Road in conjunction with the overall improvement of Crystal Lake Road and

Military Highway and the entrance to the USS Nautilus and Submarine Force Museum.

Motion made by Sherrard, seconded by Munn. Motion passed unanimously.

4. New Applications

- a. Pequot Village Parking, 11 Village Lane
- b. Gold Star Highway Resubdivision (formerly Obrey)

VIII. REPORT OF CHAIRMAN

Chairman Sherrard thanked the Commission and Staff for attending four meetings in the month of January.

IX. REPORT OF STAFF

Staff reported that the hearing on expiring the Colonel Ledyard Subdivision will be February 14, 2012.

Staff noted that the State of Connecticut will be updating their Conservation & Development Plan.

X. ADJOURNMENT

Motion to adjourn at 8:52 p.m. made by Sherrard, seconded by Roper, so voted unanimously.

Jeffrey Pritchard, Secretary
Planning Commission

Prepared by Katie Doolittle
Office Assistant II